

Standards



VFVC Quality Assurance Standards

VFVC Quality Assurance Standards

The Virginia Vaccines For Children program has eight standards of program compliance.



Patients are properly screened for VFVC Eligibility.

- ◆ Children under the age of 19 who meet one or more of the following criteria are eligible for VFVC vaccine:
 - Enrolled in Medicaid, including Medicaid HMO's
 - Have no health insurance
 - American Indian or Alaskan Native
 - Underinsured - Have health insurance that does not cover vaccinations
(PUBLIC facilities only)
- ◆ The VFVC vaccines are administered to appropriate populations and Non-VFVC patients are correctly identified.
- ◆ Eligibility Forms or their equivalent are kept in the patient charts and are completed in their entirety.



No limitations are placed on patients receiving vaccines.

- ◆ The vaccine administration fee cannot exceed the maximum fee established by the State.
- ◆ Administration of VFVC vaccine cannot be denied to an existing patient due to the inability of the child or their guardian to pay an administration fee or due to outstanding balances.



Vaccines are properly documented according to the National Childhood Vaccine Injury Act of 1986.

- ◆ In 1986, the U.S. Congress passed the Childhood Vaccine Injury Act (42 US Code 300aa-25) to provide compensation to families for injury or death related to complications from an immunization while avoiding costly litigation for all parties. As part of the Act, providers are required to follow certain guidelines for vaccine documentation.
- ◆ The following items are federal requirements for vaccine documentation:
 - Name of vaccine given
 - Date vaccine was given
 - Name of vaccine manufacturer
 - Vaccine lot number
 - Name and title of person who gave the vaccine
 - Address of facility where vaccine was given



Standards



Providers question about contraindications and inform patient, parent or guardian of risks and benefits of vaccination to be received before administering vaccine.

- ◆ As required under the National Childhood Vaccine Injury Act, all health care providers in the United States who administer any vaccine shall prior to administration of each dose, provide a copy to keep of the relevant current edition vaccine information statements (VIS) that have been produced by the Centers for Disease Control and Prevention (CDC).
- ◆ The VIS shall be provided to the parent or legal representative of any child to whom the provider intends to administer such vaccine, in their native language.
- ◆ Health care providers must make a notation of the publication date of the VIS, in each patient's permanent medical record at the time the VISs are provided.
- ◆ The National Childhood Vaccine Injury Act also requires providers to take additional measures to inform patients or parents of risks (*i.e.* precautions, contraindication, side effects, previous adverse events) and benefits of the vaccine.



Vaccines are administered according to guidelines.

- ◆ Providers in the VVFC program are to administer vaccines in accordance with the Advisory Committee on Immunization Practices (ACIP) Schedule.
- ◆ The ACIP consists of 15 experts in fields associated with immunization who have been selected by the Secretary of the U.S. Department of Health and Human Services and the Centers for Disease Control and Prevention. The Committee develops written recommendations for the routine administration of vaccines to the pediatric and adult population, along with schedules regarding the appropriate periodicity, dosage, and contraindications applicable to the vaccines. ACIP is the only entity in the federal government that makes such recommendations.



Provider makes every attempt to ensure all patients are up to date on immunizations.

- ◆ Provider does everything possible to obtain patients's complete immunization history. The *Code of Virginia* Section 32.1-46 Part E states that immunization information may be shared between any physician, licensed institutional health care provider, and the Department of Health. Therefore a signed release does not have to be obtained in order to transfer immunization records between medical providers. Transcribing immunization histories to a single form is highly recommended.
- ◆ Immunization records should be reviewed at each visit to identify needed vaccinations, and the patient or guardian needs to be reminded during their visit of when the next immunization visit is due.
- ◆ A recall system to identify under vaccinated children should be implemented if one is not already in place.

Standards



Appropriate use and completion of all VVFC forms.

- ◆ Once a year each VVFC provider will be mailed a Registration Update form. In order to maintain current enrollment status, your practice will have approximately 30 days to return the registration form to the VVFC office. If your practice does not comply by sending the necessary registration information, your practice will be listed as inactive. Inactive practices may not order vaccines from VVFC, and will need to submit their Registration Update form to be reactivated.
- ◆ All Public Facilities must submit Monthly Doses Administered Reports and Quarterly Inventory Reports on time.
- ◆ All Private Facilities must submit an annual Doses Administered Report for a designated month and an end of the year Inventory Report on time.



Vaccines are stored and monitored to ensure viability and proper usage.

- ◆ Vaccines must be stored under the appropriate conditions.
Refrigerator required range of: 2°C to 8°C (35°F to 46°F)
Freezer required range of: -15°C (5°F) or below
- ◆ Vaccine storage units must have a working thermometer in both the refrigerator and freezer.
- ◆ Temperatures of both the refrigerator and freezer must be recorded at least **daily**.
- ◆ Facility has written procedures for vaccine storage in the event of power or mechanical failure.
- ◆ VVFC vaccine stock and private vaccine stock are clearly separated.
- ◆ Vaccine stock is rotated to assure the earliest expiration date is used first.
- ◆ Vaccines are stored on the shelves of the refrigerator or freezer, not the door.
- ◆ Vaccines are stored in a refrigerator or freezer that is free of food and drink.
- ◆ Vaccine orders are placed no more than quarterly, unless otherwise authorized.
- ◆ Vaccine stock must be monitored carefully to keep vaccine wastage to less than five percent (5%) of ordered vaccine.

